



ALASKA CHILD AND ADULT CARE  
FOOD PROGRAM  
(CACFP)  
CACFP ANNUAL TRAINING FY17  
FOR CHILD, ADULT, AND OSHC CENTERS – PART 3



# AS A REMINDER

Other training is required for new administrators of the CACFP

Through PowerPoint presentation on the CNP website or



Through EED eLearning website



- ***CACFP Food Program Basics (Meal Pattern, etc.)***
- ***Infant Meals Component of the CACFP***
- ***Civil Rights***
- ***Procurement***
- ***CACFP Participant Enrollment and Income Eligibility***
- ***Family Style Dining***

# FOOD PROGRAM BASICS

All new programs must attend a Food Program Basics training prior to starting CACFP.

If state training is not available prior to start-up then administrators may read the PowerPoint training on the CNP website:

<https://education.alaska.gov/tls/cnp/CACFP3.html>

NEW Meal Pattern Training – Winter/SPRING 2017 will be required for all programs through Webinar

# NEW CACFP MEAL PATTERN

Implementation date: October 1, 2017

Early Implementation if requested by agency: Spring, 2017

- Request early implementation to EED
- Submit new cycle menus
- Submit new procedures
- Need approval from EED prior to early implementation

# NEW MEAL PATTERN

**What can you implement now?**

- ☐ Must continue to meet the current meal patterns
- ☐ Best practices and better nutrition can be implemented now
  - Make at least 1 of the 2 components of snack a vegetable or fruit
  - Serve a variety of fruits and choose whole fruits more often than juice
  - Provide at least one serving of dark green vegetables, red and orange vegetables, beans and peas, starchy vegetables, and other vegetables once per week
  - Provide at least one serving of whole grain-rich grains per day
  - Serve only lean meats, nuts and legumes
  - Limit serving processed meats to no more than one serving per week
  - Serve only natural cheeses and choose low-fat or reduced-fat cheeses
  - Serve only unflavored milk to all participants
  - Serve whole milk to one year olds
  - Serve lower sugar yogurt (no more than 23 grams of sugar per 6 oz.)
  - Serve lower sugar breakfast cereals (no more than 6 grams of sugar per dry oz.)

# FAMILY STYLE DINING

## New training coming to EED eLearning in October 2016

- Adults model for children
- Children must be sitting at the table to be counted as having been offered the meal
- All foods are offered to the children and all components served at the same time
- Encourage children to try all foods and serve themselves
- Children allowed to have second helpings
- Enough food needs to be placed on the table for minimum portions for whole group
- Point of Service Meal Count takes place during the mealtime

# HEALTH & SAFETY

Do your staff have the appropriate equipment to do their job safely and effectively?

Gloves – and training to use them

Thermometers for food and fridge/freezer/dry storage – and training to use them

Cleaning solution – and training for different uses such as hands, sinks, eating surfaces

Family style dining equipment – less contamination with correct serving bowls, pitchers, utensils for small hands

# Infants and CACFP

If your agency includes infants the CACFP Infant training is required at start up and when significant changes take place (such as the new meal patterns next year)

Take the in-person training or access the online EED e-Learning training

Infant Meals Component of the CACFP on the EED e-Learning website at:

**<https://education.alaska.gov/ELearning/>**



# AT-RISK AFTERSCHOOL MEALS

If your agency includes the At-Risk Afterschool Meals portion of CACFP the site must meet definition of an At-risk afterschool care center

## ☐ Area eligibility for At-Risk programs

- Site must be in area that the closest school (elementary, middle or high) has at least 50% of students eligible for free/reduced price meals

## NSLP Free and Reduced Price Eligibility Report

- <https://education.alaska.gov/TLS/CNP/NSLP.html>

## ☐ Site must have documented activities

# CACFP Resources

The screenshot shows the official website of the Alaska Department of Education & Early Development. The header includes the state logo, navigation links for various user groups (myAlaska, My Government, Resident, Business in Alaska, Visiting Alaska, State Employees), and a search bar. Below the header is a main navigation menu with links to Home, Parents & Students, Teaching & Learning, Forms & Grants, Finance & Facilities, Statistics & Reports, and About EED. A breadcrumb trail indicates the current location: STATE OF ALASKA > EED > TLS > CHILD NUTRITION PROGRAMS > CHILD AND ADULT CARE FOOD PROGRAM > RESOURCES. The main content area is titled "Resources" and is divided into three columns. The left column contains "Infant Resources" and "Additional CACFP Resources". The middle column contains "USDA Resources".

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STATE OF ALASKA > EED > TLS > CHILD NUTRITION PROGRAMS > CHILD AND ADULT CARE FOOD PROGRAM > RESOURCES

## Resources

### Infant Resources

- [Common High-Risk Choking Foods for Toddlers \(word\)](#)
- [Proper Handling and Storage of Human Milk \(pdf\)](#)
- [Reasons Not to Put Cereal in Infant Bottles \(word\)](#)
- [Reduce Risk of Choking \(pdf\)](#)
- [Toddler Food Ideas \(word\)](#)

### Additional CACFP Resources


- [CACFP Program Year Expense Template \(excel\)](#)
- [CACFP Reimbursement Rates 7/1/14 through 6/30/15 \(pdf\)](#)
- [FY17 Income Eligibility Guidelines for Free & Reduced Price Meals \(pdf\)](#)
- [Estimated Reimbursement Worksheet 7/1/15 through 6/30/16 \(excel\)](#)
- [Sample Menus for Child Care \(leaving website\)](#)
- [NEW Wellness in Alaska Child Care: Best Practices \(pdf\)](#)
- [Appeal Rights \(word\)](#)
- [Procurement](#)
- [FY16 CACFP Claim Calendar \(word\)](#)
- [CACFP Food Substitution Fact Sheet \(word\)](#)
- [Information for Using Eggs in CACFP \(pdf\)](#)
- [Monthly Expenditures \(excel\)](#)
- [Mileage Log Template \(excel\)](#)
- [Meal Delivery Receipt Template \(word\)](#)
- [Non-dairy Milk Substitutions \(pdf\)](#)

### USDA Resources

- [USDA Child and Adult Care Food Program](#)
- [USDA CACFP Regulations \(Part 226\)](#)
- [USDA CACFP Legislation](#)
- [USDA CACFP Policy](#)
- [USDA Financial Management Tools](#)
- [USDA At-Risk Afterschool Meals Handbook \(pdf\)](#)
- [USDA Independent Child Care Centers Handbook 2014 \(pdf\)](#)
- [USDA Adult Care Handbook](#)
- [USDA Crediting Handbook for CACFP](#)
- [USDA CACFP Meal Patterns](#)
- [USDA Guidance for Management Plans and Budgets Handbook \(pdf\)](#)
- [USDA Family Day Care Homes Monitoring Handbook \(pdf\)](#)
- [USDA Eligibility Manual for School Meals \(pdf\)](#)
- [USDA Serious Deficiency, Suspension, & Appeals for State Agencies & Sponsoring Organizations Handbook - 2/2015 \(word\)](#)

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STATE OF ALASKA > EED > TLS > CHILD NUTRITION PROGRAMS > CHILD AND ADULT CARE FOOD PROGRAM > BULLETINS AND MEMOS

## Bulletins and Memos

The documents below are in pdf, unless noted otherwise and will require Adobe Acrobat Reader to view and print.

### 2016-07 Bulletin

- 2016-07 Bulletin
- Child Care/Outside School Hour Care Training Registration (word)
- Adult Care Training Registration (word)
- Emergency Shelter Training Registration (word)
- At-Risk Afterschool Meals Training Registration (word)
- Head Start Training Registration (word)
- Intent to Contract Meal Service form (word)
- USDA Tip Sheet: Offering Healthy Summer Meals That Kids Enjoy
- Mealtime Memo: For Good Nutrition – Eat Foods in Season!

### 2016-06 Bulletin

- 2016-06 Bulletin
- USDA Message Regarding Effort to Strengthen Nutrition Among Young Children (word)
- USDA Non-discrimination Statement - English (word)
- USDA Non-discrimination Statement - Spanish (word)
- Strengthening Organizations Grant Guidelines

### 2016-05 Bulletin


- 2016-05 Bulletin
- Mealtime Memo: Preparing Foods with Limited Time

### View Previous Bulletins & Memos

- 2015 Bulletins
- 2014 Bulletins
- 2013 Bulletins
- 2012 Bulletins
- 2011 Bulletins
- 2010 Bulletins
- 2009 Bulletins
- 2008 Bulletins

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## Training

USDA Policy Memo 04-03 (word) requires all State agencies to provide annual training to all Child and Adult Care Food Programs (CACFP) and requires attendance. Child Nutrition Programs offers this annual training on a regional basis in Anchorage, Fairbanks, and Juneau and through distance delivery for those who cannot attend in person. Training is provided each fall for returning institutions.

Two training topics are routinely provided for returning institutions: Administrative Update and Program Basics. All programs must attend the Administrative Update on an annual basis. Program Basics should be attended by the CACFP contact person at least once as well as all new administrative staff. Many institutions bring their cooks to this training.

Child Care Centers who are interested in operating the CACFP in their center must attend state agency training prior to starting on the program. Two training topics are required: CACFP Administrative Requirements for New Child Care Centers and CACFP Program Basics for New Child Care Centers. Training for new programs and current programs with new staff members is offered on a quarterly basis, as need arises. Check with Child Nutrition Programs for upcoming training dates.

### Annual Fall Training

**CACFP Administrative Training** is offered once a year and is required

**CACFP Basic Training** is required for programs in their renewal year, new programs, and highly recommended for administrators of existing programs.

**CACFP Infant Training** is highly recommended for those serving infants

CACFP Annual Training for **Adult Care and Emergency Centers** is required and will be offered through distance delivery. Training registration for these programs will be sent via e-mail

### Training Resources

- CNP Web Tutorial for Child Care Centers (pdf)
- CNP Web Tutorial for Sponsors of Family Day Care Homes (word)
- Early Head Start & Head Start Administrative Update - FY15 (powerpoint)
- Happy Mealtimes for Healthy Kids (powerpoint)
- "Full Happy Mealtimes for Healthy Kids" training including trainer's manual and handouts
- Infant Meals Component of CACFP (powerpoint)
- CACFP Infant Jeopardy (powerpoint)
- Adult Care Program Administrative Update - FY15 (powerpoint)
- Emergency Care Administrative Update - FY15 (powerpoint)
- At-Risk Afterschool Meals Administrative Update - FY15 (powerpoint)
- Food Allergies, Intolerances, & Disabilities (powerpoint)
- CACFP Administrative Requirements for New Centers – July 2015 (powerpoint)
- CACFP Program Basics for New Centers – July 2015 (powerpoint)

*Institute of Child Nutrition – formerly  
National Food Service Management Institute (NFSMI)*

<http://www.nfsmi.org/>



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### CHILD NUTRITION ARCHIVES



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Resources

Training

Research

Our mission at ICN is to provide information & services that promote the continuous improvement of child nutrition programs.

### ONLINE COURSES



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### WHAT'S NEW

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[NFSMI Becomes Institute of Child Nutrition and welcomes Acting Director, Dr. Aleshia Hall-Campbell](#)

[Food Safety in Schools.](#)

### NEWS, EVENTS, WORKSHOPS AND SEMINARS

- [ICN will be exhibiting at the Washington SNA State Conference on July 27-29, 2015 – Vancouver, WA](#)
- [SAVE the DATE: USDA/State Agency Meeting - November 2-5, 2015 - Arlington, VA](#)
- [ICN will be exhibiting at the Missouri SNA State Conference](#)

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### THROUGH THE EYES

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Learn about Dr. Katie Wilson, ICN's Former Executive Director...



[Click to view](#)


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<http://www.theicn.org/ResourceOverview.aspx?ID=87>



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### Mealtime Memo for Child Care

*Mealtime Memo for Child Care* offers information for child care providers participating in the Child and Adult Care Food Program, focused on good nutrition for young children.

NFSMI's Electronic Newsletter Subscription enables you to receive the latest issue of *Mealtime Memo for Child Care* automatically each month. [Click here](#) to sign up for NFSMI's Electronic Newsletter Subscription to receive one or all of our newsletters.

[2015 Issues of \*Mealtime Memo for Child Care\*](#)

[2014 Issues of \*Mealtime Memo for Child Care\*](#)

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**Back issues of *Mealtime Memo* are available in Spanish. Click [here](#) for our Spanish language issues.**





Giving child care and early education providers the tools to help children develop healthy habits for life.

**GOAL:**

**NURTURE HEALTHY EATERS**

### **Best Practices**

- A fruit or vegetable should be served to toddlers and preschoolers at every meal.
- Chips, french fries and other fried potatoes should be offered once a month or less.
- Chicken nuggets, fish sticks and fried meats should be offered once a month or less.
- All meals to preschoolers should be served family-style.

<https://healthykidshealthyfuture.org/>

<http://www.theicn.org/ResourceOverview.aspx?ID=247>



Activities/songs/recipes for every day of the year

Let EED know if you would like a copy

We have the 6<sup>th</sup> edition

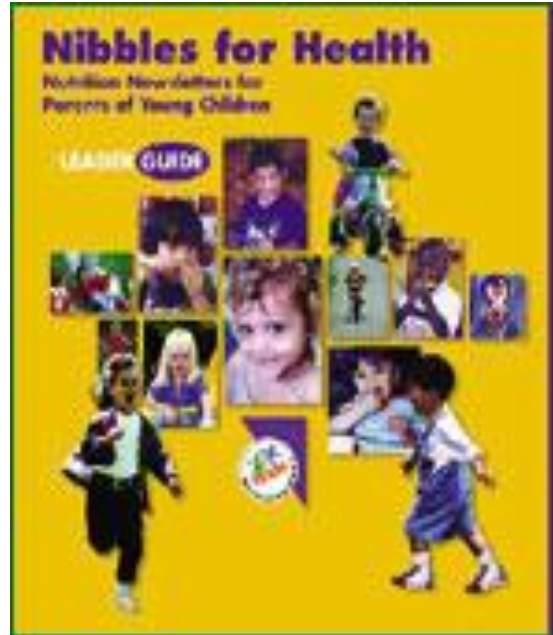


<http://www.fns.usda.gov/tn/resource-library>





***<http://www.fns.usda.gov/tn/resource-library>***



***Nutrition newsletters for parents of young children***

***<http://www.fns.usda.gov/tn/resource-library>***

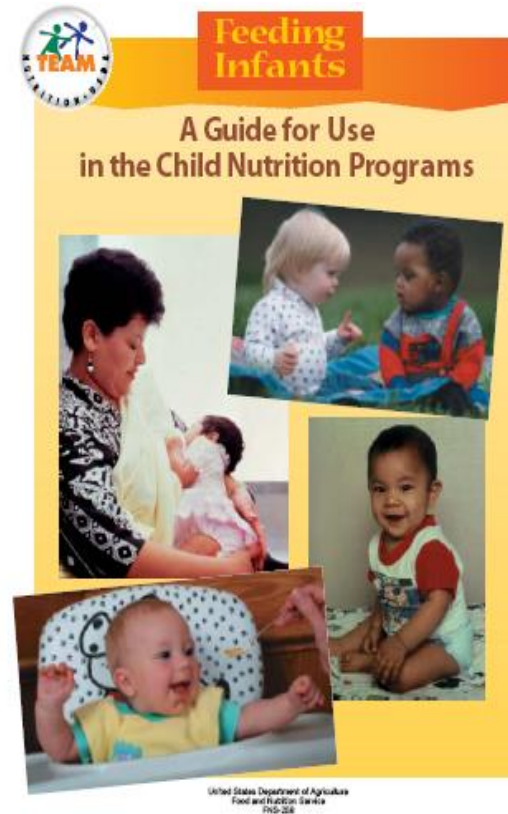


***<http://www.whatscooking.fns.usda.gov/>***



<https://education.alaska.gov/TLS/CNP/menuresources.html>

***<http://www.fns.usda.gov/tn/resource-library>***



## WOMEN, INFANTS, CHILDREN (WIC)

WIC materials must be available on-site (poster is the best option if available)

WIC Program

PO Box 110612

Juneau, AK 99811-0612

(907)465-3100 or [wic@health.state.ak.us](mailto:wic@health.state.ak.us)

# FOOD SAFETY & SANITATION

## **Division of Environmental Health (DEC)**

<http://www.dec.state.ak.us/eh/fss/establishments/sanstaff.html>  
[jun](#)  
[eau](#)

## **MUNI Environmental Services**

[http://www.muni.org/Departments/health/environment/FSS/Pages/](http://www.muni.org/Departments/health/environment/FSS/Pages/fssfood.aspx)  
[fssfood.aspx](#)

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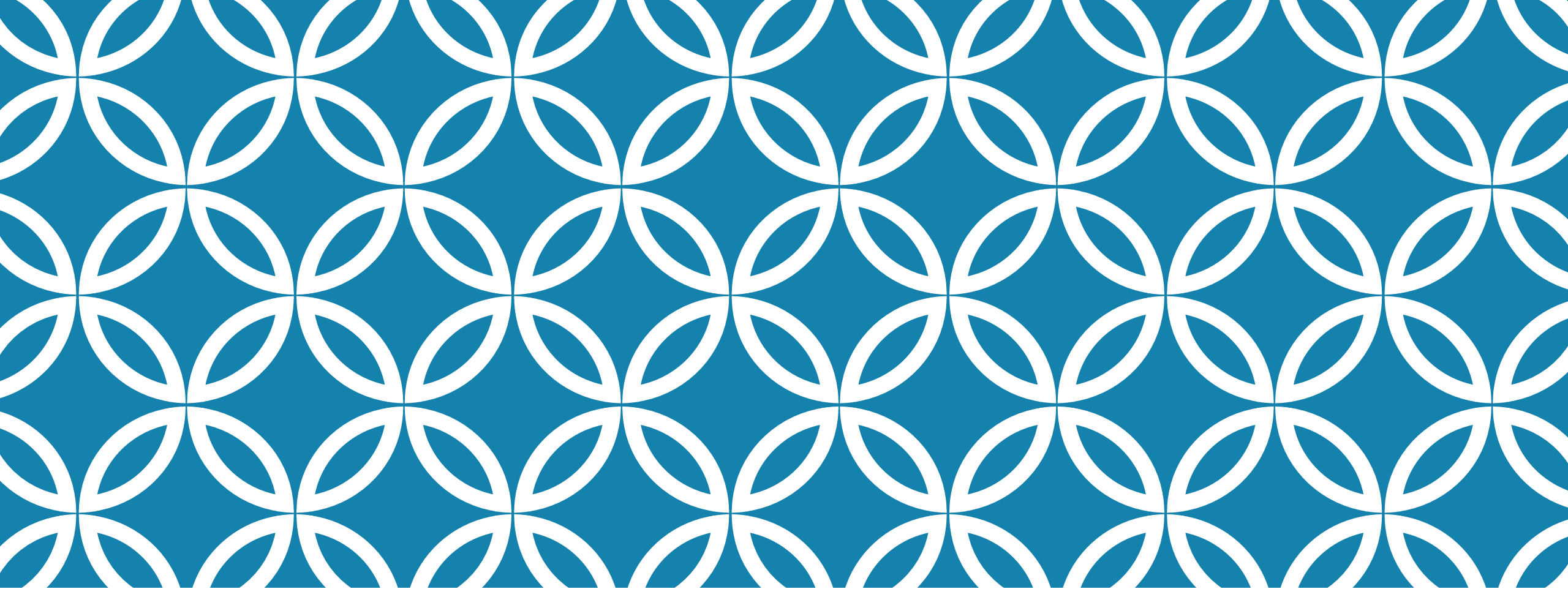
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# CACFP ANNUAL TRAINING PART 3 FY17

Alaska Child and Adult Care  
Food Program

[http://education.alaska.gov/tls/  
cnp/CACFP.html](http://education.alaska.gov/tls/cnp/CACFP.html)